



St. Stephen's School and Children's Centre

Learning for life

Accessibility Plan

This policy will be reviewed every 3 years.

	Date	By whom/role	Ratified	Date
Version 1	September 2012	Sheena Kelly (SENCo)	Governing Body	October 2012
Version 2	November 2015	Sheena Kelly (SENCo) Alex Dias (Inclusion Manager)	Governing Body	November 2015
Version 3	May 2018	James Frecknall (SENDCo) Chetan Patel (Inclusion Manager)	Governing Body	
Version 4	March 2021	James Frecknall AHT - Inclusion	Governing Body	
Version 5	November 2023	Esther Williams AHT - Inclusion		

We are a Rights Respecting School and we use the United Nations Convention to ensure that every child who is disabled, either mentally or physically, has the right to special care and education so they can lead full and independent lives. (Article 6)

ACCESSIBILITY PLAN 2021-2024

This document provides a framework on which schools can base their arrangements for Accessibility Plans that are compliant with current legislation and requirements as specified in Schedule 10, relating to Disability, of the Equality Act 2010. School Governors are accountable for ensuring the implementation, review and reporting on progress of the Accessibility Plan over a prescribed period.

1. St Stephen's School Accessibility Plan is based upon information supplied by the Local Authority and in conjunction with pupils, parents, staff and governors of the school and will advise other school planning documents. The Accessibility Plan will be reported upon annually in respect of progress and outcomes, and provide a projected plan for the four year period ahead of the next review date.
2. The Accessibility Plan is structured to complement and support the school's Equality Objectives, and will similarly be published on the school website. We understand that the LA will monitor the school's activity under the Equality Act 2010 (and in particular Schedule 10 regarding Accessibility) and will advise upon the compliance with that duty.
3. We are committed to providing an environment that enables full curriculum access that values and includes all pupils, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are committed to taking positive action in the spirit of the Equality Act 2010 with regard to disability and to developing a culture of inclusion, support and awareness within the school.
4. The St Stephen's Accessibility Plan shows how access is to be improved for disabled pupils, staff and visitors to the school in a given timeframe and anticipating the need to make reasonable adjustments to accommodate their needs where practicable. The Accessibility Plan will contain relevant and timely actions to:
 - increase access to the **curriculum** for pupils with a disability, expanding the curriculum as necessary to ensure that pupils with a disability are as, equally, prepared for life as are the able-bodied pupils; (If a school fails to do this they are in breach of duties under the Equalities Act 2010); this covers teaching and learning and the wider curriculum of the school such as participation in after-school clubs, leisure and cultural activities or school visits - it also covers the provision of specialist or **auxiliary aids and equipment**, which may assist these pupils in accessing the curriculum within a reasonable timeframe;

- improve access to the **physical environment** of the school, adding specialist facilities as necessary - this covers improvements to the physical environment of the school and physical aids to access education within a reasonable timeframe;
 - improve the delivery of **written information** to pupils, staff, parents and visitors with disabilities; examples might include handouts, timetables, textbooks and information about the school and school events; the information should be made available in various preferred formats within a reasonable timeframe.
5. The Accessibility Plan relates to the key aspects of the physical environment, curriculum and written information.
 6. Whole school training will recognise the need to continue raising awareness for staff and governors on equality issues with reference to the Equality Act 2010.
 7. The Accessibility Plan should be read in conjunction with the following school policies, strategies and documents:
 - Curriculum Policy
 - Equality Objectives
 - Safeguarding Policy
 - Staff Induction Policy
 - Health & Safety Policy (including off-site safety)
 - Special Educational Needs and Disability Policy
 - Positive Behaviour Policy
 - School Development Plan
 - Staff Handbook
 - School Information Brochure
 8. The Accessibility Plan for physical accessibility relates to the Access Audit [Appendix 1] of the School. It may not be feasible to undertake all of the works during the life of this Accessibility Plan and therefore some items will roll forward into subsequent plans. An accessibility audit will be completed by the school prior to the end of each period covering this plan in order to inform the development of a new Accessibility Plan for the ongoing period.
 9. Equality Impact Assessments will be undertaken as and when school policies are reviewed. The terms of reference for all governors' committees will include the need to consider Equality and Diversity issues as required by the Equality Act 2010.
 10. The School Prospectus will make reference to this Accessibility Plan.
 11. The School's complaints procedure covers the Accessibility Plan.
 12. The Accessibility Plan will be published on the school website.

13. The Accessibility Plan will be monitored by the Assistant Headteacher for Inclusion and the school Health and Safety lead.
14. The school will work in partnership with the Local Authority in developing and implementing this Accessibility Plan and will adopt in principle the "London Borough of Newham Accessibility Strategy."
15. The Accessibility Plan may be monitored by Ofsted during Inspection processes in relation to Schedule 10 of the Equality Act 2010

Improving the Curriculum Access

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT
To develop a CPD programme to ensure staff are knowledgeable in terms of the needs of pupils with disabilities and strategies to support them	Staff training requirements identified (Performance Management) Guest speakers, link professionals, inset	All teachers fully meet the requirements of disabled children's needs with regards to accessing the curriculum	Ongoing	Increased access to an appropriate curriculum for all pupils
All out-of-school activities are planned to ensure the participation of the whole range of pupils	Review all out-of-school provision to ensure compliance with legislation	All out-of-school activities will be conducted in an inclusive environment that comply with all current and future legislative requirements	Ongoing	Increase in access to all school activities such as trips out, residential visits, extended schools activities and sporting events for all pupils
To ensure classrooms are optimally organised to promote the participation and independence of all pupils	Review and implement a preferred layout of furniture and equipment to support the learning process in individual class bases	Lessons start on time without the need to make adjustments to accommodate the needs of individual pupils	Ongoing	More time available for pupils to participate in curriculum activities
Training for Governors in terms of raising awareness of Disability Issues	Provide training for governors	Whole school community aware of issues relating to Access	Ongoing	Society will benefit by a more inclusive school and social environment
Deploy Education Assistants effectively to support pupils' participation	Review needs of pupils within each class and staff accordingly	Pupils needs are appropriately met through effective deployment of skilled support staff	Ongoing	All pupils are supported to achieve their full potential
Access arrangements to meet individual's needs when taking tests etc. will be applied for and support provided when required.	SENDCo/Inclusion Manager/Year 6 Lead will ensure appropriate testing and reports are provided in order to apply for access arrangements.	All pupils will have their individual needs met, and any barriers to achieving their full potential will be removed.	Ongoing	All pupils able to participate in appropriate assessments

Improving the Physical Access

This plan is structured in conjunction with the school's Asset Management Plan, the school Safeguarding File, the School Travel Plan, Health & Safety Audits, the Capital Build Programme and the Suitability Plan. The plan considers the essential work necessary to ensure reasonable adjustments have been made to the fabric of the main buildings to accommodate accessibility issues. In some cases Health & Safety issues necessitate more prompt action. - See Appendix

LOCATION	ITEM TO IMPROVE PHYSICAL ACCESS	ACTIVITY	TIMEFRAME
Approach to school	Drop kerbs, traffic calming and pedestrian crossings	Link to Travel Plan for school: check existing provision	Reviewed annually
Outside areas	<ul style="list-style-type: none"> ◦ Car parking ◦ Paving 	<ul style="list-style-type: none"> ◦ Ensure number of Accessible Parking Bays complies with recommendations and meets with Part M standards. [rec. is spaces for each disabled member of staff plus 2 or 5% of spaces, whichever is greater] ◦ 1) Review levels, gradients, cambers and gullies in proximity to all pathways 2) Provide tactile paving at key areas ◦ Link with H&S work to ensure safe and appropriate pedestrian access to delivery area. 	Annual
All areas	<ul style="list-style-type: none"> ◦ Improve classroom furniture layouts to increase access 	<ul style="list-style-type: none"> ◦ Staff to be aware of mobility and H&S issues 	Risk assessment carried out
Corridors	<ul style="list-style-type: none"> ◦ Remove trip hazards ◦ Observe fire exit routes ◦ Increase signage and aids for visual and hearing impaired 	<p>Identify appropriate storage for equipment and ensure that items are not left indiscriminately</p> <p>Remove obstacles around signed emergency routes</p>	<p>Ongoing</p> <p>Annual checks in September</p>

Access to School Lunches

School Lunch is currently provided free of charge to all pupils in Newham Schools. The School offers meals planned with the guidance of Dieticians and advisors ensuring that all food complies within the framework of Healthy Schools.

TARGET	STRATEGY	OUTCOME	TIMEFRAME	ACHIEVEMENT
To ensure that all children are able to access a meal at lunchtime.	The school will make itself aware of the needs of all pupils with regard to Cultural / Religious Requirements, Allergies, Sensitisation and Food/ Eating Disorders. Arrangements for these pupils will be made discreetly and appropriate meals will be provided. Relevant staff including the school cook will be provided with relevant information, together with photos of children to ensure that they receive their meal.	All children will be able to eat safely in the knowledge that the food given to them is appropriate for their needs and is a healthy meal and will not make them ill.	Reviewed in September each year	All children eating school dinners.

Completed by :
Mark Little - School Business Manager
Esther Williams - AHT - Inclusion
November 2023

How accessible is St Stephen's?

Appendix 1 - Access Audit

Classroom / space	Movement around the classroom	Exits	Issues to be addressed
Hall	Doors accessible	Clear	Access is limited to stage area
Dining Room	Fully accessible	All exits to be clear even when lunches are taking place.	Fully accessible
Playground	Accessible - level playground	N/A	Fully accessible
All Classrooms	Fully accessible	Teachers are prompted to ensure exits are kept clear	Fully accessible